

## MAIN MENU

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## Great Seal



### Information:

All boundary changes (annexations, detachments, conditional transfers of property, etc.) must be filed with the Secretary of State to be considered official. The Office of the Great Seal is recognized as the official repository, and therefore files and maintains all petitions, resolutions, county orders and State Boundary Commission orders to alter city, village or township boundaries.

Upon receipt, a job number is assigned and an acknowledgement letter confirming the filing date (effective date) is forwarded to each municipality. The property description is then submitted to MDOT for review and mapping purposes in accordance with Act 51. As soon as the submission is confirmed as complete and accurate, copies are provided to the appropriate state agencies to insure that each municipality receives a proper pro rata distribution of gasoline and motor vehicle weight tax revenue, intangible tax revenue, and state alcoholic liquor tax revenue. These documents are also used to insure the population figures and Act 51 maps are accurate for reporting to the federal government, and to obtain other state funds, moneys or grants as they become available.

Boundary changes are published annually in the MICHIGAN PUBLIC AND LOCAL ACTS manual, available from the Legislative Service Bureau.

The following statutes regulate boundary changes and specify the documents required to be filed for each boundary change. All documents must have matching metes and bounds property descriptions

### **CITIES**

[1909PA279, as amended, MCL 117.1 - 117.38](#)

1) By mutual consent - property owner petition, city

resolution, adjoining municipality resolution  
2) Adjacent territory owned by city or which consists of fractional platted subdivision lots located adjacent - city resolution, adjoining municipality resolution  
3) Adjacent park or vacant property owned by city and vacant - city resolution

### **VILLAGES**

**HOME RULE** [1909PA278, as amended, MCL 78.1 - 78.28](#)

1) By mutual consent - petition, village resolution, adjoining municipality resolution  
2) By election - petition, every required resolution/affidavit/certificate, and certified copy of Board of Canvassers Certificate

**GENERAL LAW** [1895PA3, as amended, MCL 61.1 - 74.6](#)

Village petition/resolution and County Board of Commissioners Order

### **CHARTER TOWNSHIPS**

[1947PA359, as amended, MCL 42.1 - 42.34](#)

Charter township resolution and resolution of adjoining municipality

### **STATE BOUNDARY COMMISSION**

[1968PA191, as amended, MCL 123.1001 - 123.1020](#)

All documents filed by the [State Boundary Commission](#)

### **CONDITIONAL TRANSFER OF PROPERTY**

[1984PA425, as amended, MCL 124.21 - 124.30](#)

Copy of signed agreement between local units of government

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## **Jurisdiction of State Boundary Commission**

**State Boundary Commission Action Required  
For:**

- Annexation of Land from Township into a City
  - Petitioned by City resolution
  - Petitioned by owners of at least 75% of the land
  - Petitioned by at least 20% of the registered voters residing on the land
  - Petitioned by at least 1% of the population in the affected township, city or village
- Petition to Incorporate a New Home Rule Village
- Petition to Incorporate a New Home Rule City
- Petition to Consolidate with a City into New Home Rule City

### State Boundary Commission

#### **State Boundary Commission Not Involved In:**

- P.A. 425 Conditional Land Transfer Agreements (exceptions may apply)
- Writing a Village or City Charter
- Boundary changes from Township to Township
- Detachment of Land from a City
- Annexation of Land from Township into a village
- Annexation of Land from Township into a City as allowed under the Home Rule Cities Act, MCL 117.9(8)
  - **unilateral resolution of City, all conditions below must apply**
    1. city owns property,
    2. property is vacant or parkland,
    3. property is contiguous,
    4. not charter township
  - **mutual resolution of City and Township, 3 different possible conditions**
    1. contiguous **and** city owns property
    2. contiguous **and** property consists of fractional parts of platted subdivision lots.
    3. no qualified electors residing on property other than persons petitioning who hold equitable title to more than 1/2 of the land.

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[How to locate your county clerk](#)

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